

# AMENDMENT REQUEST FORM COMMERCIAL USE AUTHORIZATION (CUA)

(Formerly Incidental Business Permit)

## U.S. DEPARTMENT OF THE INTERIOR



### National Park Service

240 West 5th Avenue, Room 114

Anchorage, Alaska 99501

Ph: (907) 644-3362 or 644-3533 Fax: (907) 644-3813 or (907) 644-3814

Website: <http://www.nps.gov/akso/concessions/index.cfm>

Email: [brenda\\_coleman@nps.gov](mailto:brenda_coleman@nps.gov)

## FEES

- Administrative Fee: \$50.00 Per Year, Per Park Unit**

*(Note: There is no charge to add an activity.)*

- Management Fee: \$100.00 per park** *(In addition to the Administrative Fee shown above, If the park you are adding is Wrangell-St. Elias National Park & Preserve, Western Arctic National Parklands, Denali National Park & Preserve or Glacier Bay National Park & Preserve, include the annual management fee shown below. This is addition the Administrative Fee).*

**\$100 Management Fee for Wrangell St. Elias National Park & Preserve**

**\$100 Management Fee for Glacier Bay National Park & Preserve**

**\$100 Management Fee for Denali National Park & Preserve**

**\$100 Management Fee for Western Arctic National Parklands**

*(Bering Land Bridge, Noatak, Kobuk Valley, Cape Krusenstern; Fee is \$100 regardless of whether you will operate in one (1) or all four (4) units in the Western Arctic Parklands))*

This request is for a One-Year CUA \_\_\_\_\_; Two-Year CUA \_\_\_\_\_ and \_\_\_\_\_.

Please type or print in ink. Answer all questions completely or mark "N/A" if not applicable. Additional information will be requested if needed.

1) \_\_\_\_\_  
**Applicant (Holder** (Legal Business Name) **Doing Business As (d.b.a.)**

### 2) Address / Contact Information:

Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Country \_\_\_\_\_

Phone (Day): \_\_\_\_\_ Eve: \_\_\_\_\_

Fax: \_\_\_\_\_

3) Do you have additional employees that were not listed on your initial application?

NO \_\_\_\_ YES \_\_\_\_ . If "yes" give their names & positions below:

\_\_\_\_\_

#### 4) PARKS / ACTIVITIES TO BE ADDED

**PARK NAME:** \_\_\_\_\_

List Services to be Provided  
by Permittee (*not Client's Activities*) AND 

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

Please specify the locations within this park unit where you will provide the  
Services you listed on the left.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

1. What is the Estimated Number of Guides per trip for this park unit? \_\_\_\_\_
2. What is the Estimated Number of Clients per trip for this park unit? \_\_\_\_\_
3. What is the estimated date you want to begin operating in the park unit(s)? \_\_\_\_\_
4. Have you obtained all required State and/or Federal permits, licenses, etc associated with the service you will provide in the park unit? \_\_\_\_ (e.g. fishing license).

**PARK NAME:** \_\_\_\_\_

List Services to be Provided  
by Permittee (*not Client's Activities*) AND 

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_

Please specify the locations within this park unit where you will provide the  
Services you listed on the left.

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_

- 1 What is the Estimated Number of Guides per trip for this park unit? \_\_\_\_\_
- 2 What is the Estimated Number of Clients per trip for this park unit? \_\_\_\_\_
- 3 What is the estimated date you want to begin operating in the park unit(s)? \_\_\_\_\_
- 4 Have you obtained all required State and/or Federal permits, licenses, etc associated with the service you will provide in the park unit? \_\_\_\_ (e.g. fishing license).

**5) Please list any employees that were not included on your initial application.**

Name (All Owners and Employees)	Title <i>e.g.: Guide</i>	First Aid Cert Expires	CPR Cert Expires	Certifying Agency (e.g.: American Red Cross)
		Month _____ Year _____ N/A _____	Month _____ Year _____ N/A _____	
		Month _____ Year _____ N/A _____	Month _____ Year _____ N/A _____	
		Month _____ Year _____ N/A _____	Month _____ Year _____ N/A _____	
		Month _____ Year _____ N/A _____	Month _____ Year _____ N/A _____	

**6) Will your business operate any vehicles under this CUA?**

No ☐ Yes ☐

**Please provide information on your motor vehicles which will be used under the CUA.**

MAKE OF VEHICLE	MODEL	YEAR	COLOR	MAX # PASSENGERS

**Note:** the following questions relate to violations. Failure to accurately and completely disclose violations may be grounds to deny issuance of the CUA. A record of conviction and/or pending charges for violations is not an absolute bar to being issued a CUA. Such information will be considered only if there is a substantial relationship between the circumstances of the conviction and/or pending charge and the service for which you are applying.

**7) Within the past 5 years, have you, the company (business entity) or any individual serving as an officer, principal, partner or employee with this business entity or any previous business entity, been convicted of or forfeited collateral for any violations of state, federal, or local law or regulation?**

☐ Yes ☐ No

Date of Violation: \_\_\_\_\_

Was this a conviction? \_\_\_\_\_ Was Collateral forfeited? \_\_\_\_\_

Name of Business or person(s) \_\_\_\_\_

Place of Violation? \_\_\_\_\_

Court Name \_\_\_\_\_

Give Details \_\_\_\_\_

(Results) Action Taken by Court \_\_\_\_\_

8) Is the company (current entity) or previous business entity, or any owners of this business entity or previous business entity now under charges for any violation of state, Federal, or local law or regulation?

☐ Yes ☐ No (This not include minor traffic violations)

Date of Violation: \_\_\_\_\_

Place of Violation? \_\_\_\_\_

Who is the Charge against? \_\_\_\_\_

Who made the Charge(s) \_\_\_\_\_

Give Details of charge(s) \_\_\_\_\_

Current Status: \_\_\_\_\_

9) \*Within the past 5 years, have any of your current or proposed employees been convicted of or forfeited collateral for any state, federal, or local law or regulation; OR are they now under charges for any violation of state, federal or local law or regulation?

Yes ☐ No ☐ (\*Employees identified below may be precluded from working for the operator)

Date of Violation: \_\_\_\_\_, Place of Violation: \_\_\_\_\_

Was this a conviction? \_\_\_\_\_ Was Collateral forfeited? \_\_\_\_\_

Name of Employees or Proposed Employees Involved \_\_\_\_\_

Place of Violation? \_\_\_\_\_, Court Name \_\_\_\_\_

Give Details \_\_\_\_\_

Current Status \_\_\_\_\_

**10) Signature:** False, fictitious or fraudulent statements of representations made in this application may be grounds for denial or revocation of the Commercial Use Authorization and may be punishable by fine or imprisonment (U.S. Code, Title 18, Section 1001). All Information provided will be considered in reviewing this application.

By my signature, I hereby attest that all my statements and answers on this form and any attachments are true, complete, and accurate to the best of my knowledge.

**Signature:** \_\_\_\_\_ **Printed Name** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR NPS USE: Approval Dates**

ALAG _____, ANIA _____, BELA _____,	CAKR _____, DENA _____, GAAR _____, GLBA _____,
KATM _____, KLGO _____, KOVA _____,	KEFJ _____, LACL _____, NOAT _____,
SITK _____, WRST _____, YUCH _____,	

## ON-LINE FEE PAYMENTS:

Fee payments can now be made online through this US Treasury link:

<https://www.pay.gov>

Pay.gov can be used to make secure electronic payments to Federal Government Agencies. Payments can be made directly from your bank account or by credit card, debit card, or checking account. The system will generate a receipt of payment upon completion of transaction.

### ***Instructions to Pay Online:***

1. Log onto [www.pay.gov](http://www.pay.gov)
2. Under “Find Public Forms”, click on “by **Agency Name**”
3. On the alphabetical index, click on “**N**”
4. Click on “**National Park Service**”
5. Click on “**Commercial Use Authorization Payment Form**”
6. You will need to use your CUAID – in all capital letters (e.g. CUA0035),  
(If you are a new applicant, call 907-644-3362 for a CUAID)
7. This payment system is a two-part process and will generate a receipt of payment.

## **Mail completed application to:**

**National Park Service**

**Concessions**

**240 West 5<sup>th</sup>, Avenue #114**

**Anchorage, AK 99501**

**5. Signature:** False, fictitious or fraudulent statements of representations made in this application may be grounds for revocation of the Incidental business permit and may be punishable by fine or imprisonment (U.S. Code, Title 18, Section 1001). All Information you provide will be considered in reviewing this application. Please sign on the applicable line below.

\_\_\_\_\_  
SIGNATURE OF APPLICANT OR AGENT\*

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TITLE

## Approved Commercial Visitor Services

<b>Alagnak Wild River (ALAG)</b> Air Taxi, Guided Backpacking, Big Game Transport, Incidental Hunt Transport, Boating, Charter Boat, Guided Bear Viewing, Guided Hiking, Guided Kayaking, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)
<b>Aniakchak National Monument &amp; Preserve (ANIA)</b> Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Guided Bear Viewing, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry (Skiing, Sledding, Snowshoeing)
<b>Bering Land Bridge National Preserve (BELA)</b> Air Taxi, Big Game Transport, Incidental Hunt Transport
<b>Cape Krusenstern National Monument (CAKR)</b> Air Taxi, Guided Backpacking, Guided Kayaking
<b>Denali National Park &amp; Preserve (DENA)</b> Air Taxi (includes Incidental Hunt Transport Service), Group Camping (Savage River Campground only), Guided Overnight Hiking, Guided Day Hiking (Frontcountry & Triple Lakes Trails), Guided Day Hiking (Backcountry), Guided Mountaineering, Guided Winter Activities
<b>Gates of the Arctic National Park &amp; Preserve (GAAR)</b> Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)
<b>Glacier Bay National Park &amp; Preserve (GLBA)</b> Air Taxi, Guided Backpacking, Charter Boat, Group Camping, Passenger Ferry, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Taxi Service, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)
<b>Katmai National Park &amp; Preserve (KATM)</b> Air Taxi, Guided Backpacking, Guided Boating, Guided Bear Viewing, Charter Boat, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)
<b>Kenai Fjords National Park (KEFJ)</b> Air Taxi, Guided Backpacking, Guided Photography (generally led by professional photographer), Guided Dog Sled Tours, Guided Day Hiking (includes walking on Exit Glacier), Guided Kayak Touring, Guided Mountaineering, Commercial Vehicle Tours (eg. RVs, etc), Guided Skiing/ Snowshoeing, Guided Bicycle Tours (roadways only), Charter Boats (motorized tour boats & water taxis), <i><b>No permit required for Taxi/Shuttle Bus Service.</b></i>
<b>Klondike Gold Rush National Historical Park (KLGO)</b> Guided Backpacking, Guided Boating, Guided Bicycling, Guided Hiking, Guided Horserides, Shuttle Service, Commercial Vehicle Tours
<b>Kobuk Valley National Park (KOVA)</b> Air Taxi, Guided Backpacking, Guided Boating, Charter Boat, Hiking
<b>Lake Clark National Park &amp; Preserve (LACL)</b> Air Taxi, Guided Backpacking, Guided Boating, Guided Bear Viewing, Charter Boat, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing)
<b>Noatak National Preserve (NOAT)</b> Air Taxi, Guided Backpacking, Guided Boating, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Photography, Guided Sportfishing
<b>Sitka National Historical Park (SITK)</b> Hiking, Shuttle Service, Commercial Vehicle Tours (land-based).
<b>Wrangell-St. Elias National Park &amp; Preserve (WRST)</b> Air Taxi, Guided Backpacking, Guided Boating, Guided Dog Sled Rides, Guided Hiking, Guided Horse packing, Guided Horserides, Big Game Transport, Incidental Hunt Transport, Guided Kayaking, Guided Mountaineering, Guided Photography, Guided Sportfishing, Commercial Vehicle Tours, Guided Winter Backcountry Trips (Skiing, Sledding, Snowshoeing), Guided Wagonrides
<b>Yukon-Charley Rivers National Preserve (YUCH)</b> Air Taxi, Guided Backpacking, Guided Boating, Guided Hiking, Big Game Transport, Incidental Hunt Transport, Guided Sportfishing

## Activity Codes and Definitions

	Code	<b><u>AIRCRAFT USE</u></b>
<b>Air Taxi</b>	<b>AT</b>	A FAA Certified business that engages in air transportation with landings within the park boundaries. A permit is not required for Flightseeing trips that do not involve landings within park boundaries.
<b>Big Game Transporter</b>	<b>HT</b>	State (Alaska) Licensed Big Game Transport Service (for compensation) of big game hunters, their equipment or big game animals harvested by hunters to, from or in the field. (Soliciting this service at more than the usual tariff or charter rate.) (Applies to planes and boats.)
<b>(Incidental ) Hunt Transporter</b>	<b>IT</b>	Licensed Air Taxi Operators providing carriage to big game hunters, their equipment or big game animals harvested by hunters to, from or in the field <u>on an incidental basis</u> only (unsolicited service and providing this service at the usual tariff or charter rate).
	Code	<b><u>FOOT TRAVEL</u></b>
<b>Backpacking / Camping Overnight</b>	<b>BP</b>	Hiking, carrying backpacks and necessary supplies with the intent of establishing temporary overnight camps.
<b>Bear Viewing</b>	<b>BV</b>	Lead groups on hikes to view/photography bears in Katmai, Alagnak, Aniakchak, and/or Lake Clark park units. Does not apply to other parks.
<b>Camping (Groups)</b>	<b>GC</b>	Use of improved campground facilities by commercial groups (Day Use). If you will be camping overnight, choose the "Backpacking" service code.
<b>Hiking Tours</b>	<b>GH</b>	Use of established / developed trails for walking and sightseeing.
<b>Mountaineering</b>	<b>MT</b>	Sport that involves rock or ice climbing or glacier travel each requiring the basic use of climbing ropes, cords, ice climbing boots, poles, ice axes, or crampons, etc.
<b>Photography</b>	<b>PH</b>	Use this only if Photography will be your primary activity. An example would be a photography business taking visitors in for nature picture taking. Others whose primary activity is for example, Hiking but may also take pictures along the hike; do not need to specify Photography on your application.
	Code	<b><u>TRANSPORTATION / VEHICLE USE</u></b>
<b>Bicycle Tours</b>	<b>CY</b>	Guided trips on bicycles on designated routes to tour the park.
<b>Horse Packing</b>	<b>HP</b>	Guided Overnight camping trips using horses for transportation and/or to carry packs.
<b>Horse Rides</b>	<b>HR</b>	Guided day trips using western-style riding on horseback.
<b>Shuttle &amp; Taxi Service</b>	<b>SH</b>	Point-to-point ground transportation only where passengers are dropped off or picked up in specified areas (no guiding).
<b>Vehicle Tours</b>	<b>VT</b>	A commercial vehicle tour consists of one or more persons traveling on an itinerary that has been packaged, priced, or sold for leisure/recreational purposes by an organization that realizes financial gain through the provision of the service. Applies to tours occurring on land- essentially road-based tours.
<b>Wagon Rides</b>	<b>WR</b>	Guided trail rides via wheeled covered wagons pulled by horses.
	Code	<b><u>WATER-RELATED ACTIVITIES</u></b>
<b>Boating Trips</b>	<b>BT</b>	Guided motorized or non-motorized vessel (other than Kayak or Charter Boat below).
<b>Charter Boat</b>	<b>CB</b>	Any motor vessel under 100 tons gross (U.S. System) or 2,000 tons gross (International Convention System) engaged in transport of passengers for hire and certified to carry no more than 12 passengers overnight and no more than 49 passengers for daytime use. Charter vessels also include any uninspected motor vessel measuring less than 200 tons gross (U.S. Tonnage "Simplified Measurement System") and not more than 24 meters (79 feet) in length engaged in transport of passengers for hire.
<b>Kayak Tours</b>	<b>KT</b>	Guided Day tours on a Kayak (decked boat paddled from a seated position using two-bladed paddle.
<b>Sportfishing</b>	<b>SF</b>	Guided recreational activity of catch and release of fish.
	Code	<b><u>WINTER ACTIVITY (Backcountry)</u></b>
<b>Skiing</b>	<b>SK</b>	Gliding over the snow using skis strapped to the feet with ski bindings
<b>Dog Sledding</b>	<b>DS</b>	Guided day tours using a regular or dog drawn sled for transportation.
<b>Snowshoeing</b>	<b>SN</b>	Using a racket-shaped frame containing interlaced strips, made of leather that is attached to the foot to facilitate walking on deep snow.

## Group Size Limits by Park Unit

Park Unit	Group Size Limitations
Alagnak Wild River	No more than 15 persons, including employees
Aniakchak	No more than 15 persons, including employees
Bering Land Bridge	Float Trips: No more than 10 persons, including Guides & Boatmen. Backpacking Groups: No more than 7 and that include Guides.
Cape Krusenstern	Float Trips: No more than 10 and that include Guides & Boatmen. Backpacking Groups: No more than 7 persons, including Guides.
Denali	<b><u>ALL PERMITTEES:</u></b> The group size limit is 12 people, inclusive of guides. Limit may be increased to 15 under certain circumstances with prior NPS approval. <b><u>DAY HIKING OPERATING PROVISIONS– Frontcountry Trails</u></b> Commercially guided day hiking is authorized on the following frontcountry trails: a) Bike Trail to DVC * No group size limit No annual limit b) Jonesville Trail to DVC Group size of 15** No annual limit c) Roadside Trail Group size of 15 Limited to 20 trips per year d) Rock Creek Trail Group size of 15 Limited to 20 trips per year *DVC is the Denali Visitor Center. **All group size limits are inclusive of guides. <b><u>SAVAGE CAMPGROUND GROUP SITES OPERATING PROVISIONS</u></b> a) Group sites are available by reservation beginning December 1 for the following year. Fax the group site reservation form to 907-264-4684. Group site fax forms are available at <a href="http://www.nps.gov/dena">www.nps.gov/dena</a> . b) The group size maximum limit is 20, including group leaders.
Gates of the Arctic	Float Trips: No more than 10 persons , including Guides & Boatmen Backpacking Groups: No more than 7 persons, including Guides (includes side trips taken by river float).
Glacier Bay	Backcountry (On Shore Groups): No more than 12 persons, including Guides.
Katmai	Excluding Brooks Camp Developed Area, no more than 15 persons, including Holder’s employees.
Kenai Fjords	Backcountry Trips: (includes Harding Ice Field & Trail) No more than 14 per group including Guides & Assistants.
Klondike Gold Rush	Guided Trips: No more than 12 persons, including Guides. Also, there must be at least one Guide per trip. Horseback Rides: No more than 5 client-riders for each wrangler/guide (e.g. maximum group size is 12 persons, two of which must be guides).
Kobuk Valley	Float Trips: No more than 10 persons and that include Guides & Boatmen. Backpacking Groups: No more than 7 persons, including Guides.
Lake Clark	No more than 15 persons, including Guides & Assistants.
Noatak	Float Trips: No more than 10 persons, including Guides & Boatmen. Backpacking Groups: No more than 7 persons, including Guides.
Sitka	None
Wrangell-St. Elias	Float Trips: No more than 15 persons, including Guides & Boatmen.
Yukon-Charley Rivers	Float Trips: No more than 12 persons, including Guides & Boatmen.